Regular Meeting Cambridge Redevelopment Authority

Wednesday, June 19, 2013; 5:30pm Cambridge Police Station 125 Sixth Street Community Room

DRAFT MEETING MINUTES

Present

Kathleen Born (Chair), Margaret Drury (Vice-Chair), Christopher Bator, Conrad Crawford, Barry Zevin Executive Redevelopment Officer Tom Evans, Counsel Jeffrey Mullan, Assistant City Manager for Community Development Brian P. Murphy

Call to Order: Kathleen Born, called the meeting to order (5:37).

Public Comment

Written materials related to comments entered into record.

Stephen Kaiser

Mr. Kaiser noted that the City Manager has appointed a Transit Advisory Committee would be an additional contact for CRA on transit-related issues. He further noted that the MBTA is looking at red line improvements and interested in cost effective ways to improve function and increase capacity. Mr. Kaiser supports intent of the Tercyak communication and the effort to give recognition where appropriate. He noted former CRA director not reappointed to Arlington board and urged CRA to address legal issues connected to past activity. Mr. Kaiser encouraged rigorous review of Microsoft signage proposal, and also stressed CRA's potential role in City planning activity. He referred to Twining Properties letter to the Planning Board and his response issues raised, emphasizing need for careful planning for Kendall and Central squares and suggests Planning Board focus on the legal function of zoning approval.

Tom Stohlman:

Mr. Stohlman expressed concerns about the sustainability of CRA spending, and recommends review of rental pricing and market rates to make sure Authority is optimizing revenue sources. Has questions regarding revised budget with respect to Boston Properties payment. He noted the process for transfer of the "pork chop lot" and suggested similar process for City to transfer property, such as courthouse, to CRA. Mr. Stohlman noted past issues related to Microsoft signage and urged board to consider that blade sign now dominates the corner and the MBTA entrance. He supports efforts to give appropriate credit to Robert Rowland for his role and accomplishments on behalf of CRA.

Ms. Born announced that the Rowland resolution may be tabled because of possibility that he can attend a future meeting in person.

Heather Hoffman

Ms. Hoffman supports recognition for Mr. Rowland. She hopes that public rooftop park will be worthy destination, given the history of this project. Supports application of the City's sign ordinance in the MXD district, bringing the MXD under the general rules and regulations of City, and addressing any illegally installed signs. Ms. Hoffman also announced that on Saturday June 22, the Foundry Building would be open for an arts open house, noting that the direction of its redevelopment could greatly benefit and influence the area.

Marc Levy (Editor, Cambridge Day)

Mr. Levy stated that he had communicated with CRA on June 15 asking for written information related to prior CRA activity reports; invited the board to have a conversation about request.

Ms. Born noted that she had looked at the CRA web site and saw that minutes from last June, July and August had not been posted. She requested that Mr. Evans find and post those minutes.

Public comment closed.

Ms. Born announced that at the end of the regular meeting, the board would go into executive session.

Acceptance of minutes:

Motion: To approve the minutes of most recent regularly scheduled meeting of the Authority on May 15, 2013

Vote: Approved. All in favor.

Motion: To place on file the Minutes of the joint CRA, and Neighborhood and Long Term

Planning Committee of the City Counsel meeting of April 17, 2013

Vote: Approved. All in favor.

Communications

Correspondence dated June 7,2013 from Thad Tercyak

The board discussed method, content and location for honoring Mr. Rowland. Mr. Evans will explore best practices.

Motion: To place logistics of honoring Robert Rowland on the table.

Vote: Approved. All in favor.

- o Communication from Stephen Kaiser. *Voted* to place on file.
- o Communication from Marc Levy.

Ms. Born noted that follow up email will be sent to clarify issues raised. Voted to place on file.

Report of the Executive Redevelopment Officer

Mr. Evans reported that he is still working on some technical elements of office startup, but the office is fully operational. Auditors are taking up 2010 (already started), 2011 and 2012, and will issue all three at same time (draft expected next month). He has taken closer look at recordkeeping and will continue to explore appropriate structures. CRA Twitter account established and he plans additional public outreach.

He is reviewing past personnel obligations and working with auditors on long term sustainability. Police Station Community Room not available in August, September or November; he will explore alternatives and ensure any scheduling/location changes are fully communicated to public. Kathryn Madden has started work with him on strategic planning and there may be alternative meeting setup for strategic planning discussion with the Board.

Mr. Evans has established forward-looking calendar to manage meeting workload. Has received positive feedback about his posting meeting materials as unified document; however it may be hard to print (will investigate).

Mr. Evans attended design review tours of buildings near completion: 17 Cambridge Center and 3/4/5 Cambridge Center noting separate discussions on Agenda. Issue came up regarding new restaurant space on Main Street and potential tenant, which requires fast food permit hearing before the BZA (scheduled for June 27). This would potentially fill third slot in MXD's fast food allowance--may be appropriate for CRA to communicate with BZA regarding this application.

Board discussion of MXD fast food limitations and definitions, and possibility of making revisions to reflect current environment.

Attorney Mullan noted that CRA might conduct inventory of current capacity and have executive officer verify that there is slot available before taking position with BZA regarding pending application.

Motion: To express general support for the Clover application, pending verification by Executive Redevelopment Officer of an available fast food slot in the MXD and confirmation of existing establishments in this category.

Vote: Approved. All in favor.

Mr. Evans reported that he and three board members attended a walk around courthouse site with members of East Cambridge community and heard their proposal for modification of current redevelopment plan. Will continue to talk to the City to determine if appropriate role for CRA in this effort.

Mr. Evans noted a meeting scheduled for following week with City staff and Boston Properties regarding Point Park and potential land exchange to facilitate proposed Main/Third street connection. Streetscape work on Main will start in fall; resolving traffic issues there is important and the new design allows more moves.

Updates: Broad project topped off; Broadway construction moved to south side. Greenscape has equipment on site and ready to remove tot lot equipment. Gazebo is sitting on concrete and may be difficult to remove; Greenscape recommends leaving it and establishing circulation around it. They could do this work under current financial scope but complete removal of gazebo would likely go beyond scope.

Board discussed this approach as interim step toward more extensive renovation and redesign of open space, and a way to observe actual use and response by public.

Mr. Evans reported the start of zoning discussions with Community Development Department staff. In July will discuss PUD proposal for the MXD district and explore open space definitions and requirements. Mr. Evans is getting a grasp on CRA holdings and plans to conduct more thorough title analysis.

Ms. Hoffman suggested that the title examiner in the City Assessor's office may be able to help with this process.

Motion: To place the Executive Redevelopment Officer report on file.

Vote: Approved. All in favor.

Trial Balance; CD Schedules and Cash Flow

Mr. Evans noted some variations from original budget developed by Susan Glazer; is working on the reconciliation process with City staff. Ms. Born commented that the board looks forward to receiving the audit and believes auditors may have recommendations on how to improve budgeting and projections. The auditor is new to CRA and was engaged through an open procurement process; the board is pleased with their work.

Motion: To place these reports on file.

Vote: Approved. All in favor.

Report on Status of 2013 Budget Revisions

Mr. Evans walked the board through items listed in the report as most significant shifts of funds. These include:

o An income shift for development at 17 Cambridge Center and the Google Connector

The board discussed allowable/appropriate investment strategy for CRA revenue and will discuss appropriate procedures for seeking investment with the auditor.

- Remaining obligations for past employees.
- o Shifting the line item for Kathryn Madden from professional services to personnel
- Establishing funding for intern stipends in the personnel budget
- o Understanding and refining office equipment and contract costs

Mr. Evans is waiting for audit outcome to propose additional revisions but will monitor and follow up. Board expressed appreciation for quality and scope of communication from Executive Redevelopment Officer.

Motion: To place 2013 Budget Revision report on file.

Vote: Approved. All in favor.

Robert Rowland Resolution

Board discussed draft resolution and Mr. Rowland's input and appreciation. Discussed various approaches to ceremonial presentation and documentation and the board agreed to continue conversations to best accommodate Mr. Rowland.

Motion: To place the draft resolution on the table pending further discussion.

Vote: Approved. All in favor.

Escrow Agreement/Certificate of Completion for 3/4/5 Cambridge Center

Mr. Evans reviewed process for recognition of substantial completion of improvements in conjunction with the Urban Renewal Plan, noting that signage discussions are ongoing, to be resolved with Boston Properties and their design consultant. Wants to make sure public knows garden available to visit.

Described site tour, noting programmable colored lighting used as a place-making element. Board discussed project build-out and whether developers responded to the things that the CRA asked for in terms of transparency, sense of movement, etc. Ms. Born noted that the drawings they were shown were conceptual, but the Bluestone report accurately describes issues that had been discussed. Board members recognized the importance of the quality of the result and the public experience, given the physical diminishing of a public benefit. It was agreed that the board had expressed modest design priorities and had received assurance that view from public park through to the connector would be reasonably attractive/pleasant. The board will be disappointed if that is not the case and will bear in mind for future projects.

Kevin Sheehan (Boston Properties) stated that the shell building was consistent with what had been presented and that Google was aware of CRA concerns. Mr. Evans suggested that interior schematic imagery/perspectives addressing this element of the design may be helpful to the board.

Attorney Mullan noted that the matter under consideration is sign-off on certificate of completion, and suggested an alternative approach to allow Boston Properties to fulfill obligations to the tenant and provide the opportunity for Google to address interior fit-out issues.

Substitute Motion: To authorize the Executive Redevelopment Officer to provide a letter to the Inspectional Services Department authorizing issuance of a temporary certificate of occupancy to allow work to advance, but also reserve CRA's rights to design review prior to a Certificate of Completion. The public interest in the view from the park is a priority for this decision.

Vote: Approved. All in favor.

Broad Institute Signage & Modified Canopy for 75 Ames Street

Project team presented materials showing elements under consideration and discussed design process and intent, and materials selected.

Motion: To grant approval for the installation of Broad Institute signage and the revised entry canopy design for 75 Ames St.

Vote: Approved. All in favor.

Transfer of CRA property to City of Cambridge for Open Space Purposes

Board discussed the configuration of the site under consideration and its protection, per City Council, for open space purposes.

Motion: Authorizing the Chair and the Executive Redevelopment Officer to execute and deliver, for and on behalf of the Cambridge Redevelopment Authority, a deed conveying Parcel CRA-2 (containing 3,061 sf, more or less) and Parcel CRA-3 (containing 47,000 square feet more or less), bounded by Binney Street, Galileo Galilei Way, and the current MassDOT / former CSXT railroad right-of-way, to the City of Cambridge for open space purposes.

Vote: Approved. All in favor.

Report on Design Review Committee walk-through & Certificate of completion for 17 Cambridge Center/300 Binney Street (Biogen project)

Mr. Evans noted that the ground floor on Binney Street frontage is still being fit out for child care center under separate occupancy permit. Committee members agreed that this was a good project with no outstanding issues and a short punch list of items on which Mr. Evans to report back. Attorney Mullan noted that the minutes should reflect that the Certificate of Completion was issued in the intervening month, consistent with prior CRA board activity.

Motion: To accept Design Review Committee report and place on file.

Vote: Approved. All in favor.

Report on East Cambridge Open Space Planning Process/Committee

Mr. Crawford provided an overview of the process for this City planning initiative, which will include a design competition articulating community goals and future sequential build-out. It should take 12 months to finish public process and identify competition awardees; a consultant will oversee the juried process. Selected design teams will receive a stipend and the process will incorporates public input. The public advisory committee will give thought to providing different types of gathering spaces within the subject area. A walkthrough is scheduled for June 24 and July 11 is the next meeting of the full committee.

Mr. Murphy noted that the goal is to view the open spaces as part of an integrated network.

The board discussed the nature and approach to the open spaces and opportunities provided by this process to reflect and build off the river; to consider the context of climate issues and how open space works to deal with increased water; and to provide a forum for the larger community to discuss these issues as well as streetscape, wayfinding, etc. A slide show of area history has been assembled by Community Development Department staff and is available to view.

Motion: To accept report and place on file.

Vote: Approved. All in favor.

Update on Ames Street Housing and Microsoft Signage

Mr. Sheehan reported to the board that they have initiated the disposition process for the Ames Street parcel with City Council and that the City is working to engage appraisers. Boston Properties is now thinking about zoning amendments that may be required for project to proceed and discussing with CRA and Community Development Department. A parallel amendment to the Kendall Square Urban Renewal Plan, approved by CRA, would also be required.

Board and Mr. Evans discussed revisions to MXD controls that would reflect current thinking about planning and urban design, involving both place-making and smart growth planning. They will continue conversations with the Community Development Department.

Mr. Sheehan presented plans to update Microsoft signage (at top of bldg and blade sign on Main St.) to be consistent with Microsoft's new logo. Board discussed new signs in comparison with the old, and requested additional technical information, noting the desire for the lowest possible level of lighting to achieve function.

Discussion of issues related to the blade sign design and other changes near its location. Board was generally favorable to building sign changes, and agreed that further discussion with the Design Review Committee would be necessary, particularly for blade sign.

Strategic Planning Process

Mr. Evans distributed a graphic showing the anticipated model for the strategic planning process, emphasizing the need to have a robust conversation about big-picture goals before looking at geographic and project-by-project issues. Board appreciated the logic and visual presentation, looking forward to the process.

Motion: To adjourn regular CRA Board meeting and reconvene in executive session.

Vote: Approved. All in favor.

Meeting Adjourned at 8:44

Next regular meeting: July 17, 2013.